



STATE OF ALABAMA
BOARD OF HEATING, AIR CONDITIONING
AND REFRIGERATION CONTRACTORS

PO Box 305025
Montgomery, Alabama 36130-5025
(334) 241-0840



Robert Bentley
GOVERNOR

Fax: (334) 265-0570
www.hacr.alabama.gov

Kathy S. LeCroix
EXECUTIVE DIRECTOR

**HVAC CHANGE OF STATUS APPLICATION
ACTIVE to INACTIVE**

Name _____ SSN _____ Certification # _____

Address _____

City _____ County _____ State _____ Zip Code _____

Previous Business Name _____

Home Phone _____ Cell Phone _____ Alternate Phone _____

CITIZENSHIP *This section to be completed in compliance with Ala. Code § 34-14A-7 and Ala. Code § 31-13-7.*

This section must be completed by the individual responsible in charge or if the responsible in charge is an incorporation, limited liability company, or partnership by the responsible in charge.

1. Are you a citizen of the United States?
☐ Yes ☐ No If "yes," please read the declaration below, sign, and continue to section 2.

If "no," see question 2 below.

PROVIDE PROOF BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

I hereby declare that I am a citizen of the United States of America and, I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102. I hereby declare that all information submitted is complete, true, and correct in accordance with the Code of Alabama 1975 §34-31-18 et seq.

Signature of Responsible in Charge

Date

2. If you are not a citizen of the United States, are you an alien who is lawfully present in the United States of America?

_____ Yes _____ No If "yes," please read the declaration below, sign, and continue to section 2.

I hereby declare that I am an alien lawfully present in the United States of America.

I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.

Signature of Responsible in charge Date _____

**YOU MUST SURRENDER YOUR PRESENT LICENSE CARD
(If this form is being used as a renewal, please submit fee of \$82.50)**

An INACTIVE contractor shall not be eligible or allowed to purchase local licenses or be issued any permits to perform installation, service or repair work, or to solicit or bid to perform installation, service or repair work on heating and air conditioning systems. Section 440-X-1-.01(8).

All INACTIVE contractors are required to maintain four (4) hours of continuing education each year in order to renew their license.

(Exception: Any INACTIVE contractor who is 65 years old or older may request to have the mandatory 4 hours of continuing education waived.)

Signature (Required)

Date:

Date Received: